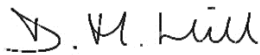


**TEWKESBURY TOWN COUNCIL
FINANCE COMMITTEE
MONDAY 4th JUNE 2018**

To: Members of Finance Committee: Councillors C Danter (Mayor and Chairman), T Walker (Deputy Mayor) P Aldridge, K Brennan, M Poxon, S Raywood and J Raywood

You are summoned to attend a meeting of the Finance & Staffing Committee which will be held in the Mayor's Parlour, Town Hall, High Street, Tewkesbury, on **Monday 4th June 2018 commencing at 6:00 pm.**

Members of the public and press are welcome to attend.



Debbie Hill
Town Clerk
30th May 2018

AGENDA

1. To receive apologies.
2. To receive declarations of Interests.
3. To receive dispensations.
4. To approve the minutes of the Finance & Staffing Committee meeting held on 26th March and the 9th April 2018.
5. Matters arising from the minutes – for information only.
6. To receive and consider the Internal Audit Report for Financial Year 2017/18.
7. To review the Financial Risk Register.
8. To review the Finance Committee Work Programme.
9. To receive Payments & Receipts reports for March, April and May 2018.
10. To receive a Budget report for March, April and May 2018.
11. To consider a proposal by Cllr H Burns that Tewkesbury Town Council applies to the Living Wage Foundation be an accredited Living Wage Employer.
12. To retrospectively approve the payment to Liz O'Sullivan for Calligraphy on the Community Service Award Certificates and engraving of the Community Service and Mayors Board.
13. To agree to add Liz O'Sullivan to the list of retained Contractors for Calligraphy and Engraving Services.

- 14.** To retrospectively approve the signing of two cheques to meet office expenses and to recompense Neil Davies for materials purchased.
- 15.** To agree the purchase of Five Past Mayors Badges at a cost of £791.00 excluding Value Added Tax.
- 16.** To agree to pay Initial Rentokil by Direct Debit and add them to the list of retained contractors.
- 17.** To agree and delegate an interim approval to spend up to £250.00 until the revision of Financial Regulations is completed.
- 18.** To agree to pay Councillor Danter the budgeted Mayors Allowance.
- 19.** To sign cheques for payment.